VILLAGE OF BREWSTER BOARD OF TRUSTEES January 4, 2011 REGULAR MEETING

Minutes

The Board of Trustees of the Village of Brewster held a Regular Meeting beginning at 7:30 PM at Village Hall, 50 Main Street, Brewster, NY 10509.

Attendees: Absent:

Mayor: James Schoenig

Deputy Mayor and Trustee: Christine Piccini

Trustees; Tom Boissonnault, Mary Bryde, Terri Stockburger

Village Engineer: John Folchetti Village Counsel: Anthony Molé, Clerk & Treasurer: Peter Hansen

<u>Pledge to flag</u>. Notation of Exits

Mayor Schoenig motions to open the regular meeting, Deputy Mayor Piccini 2nd all in favor 5 to 0.

- 1. Sidewalks design Todd Atkinson from J.R. Folchetti & Associates, the Village Engineer DOT stated lighting can be part of this project. The Board just needs to identify the path forward. The cost estimate will be revised in the coming weeks and there will be some new numbers forthcoming. There was a question regarding stormwater components included in the design. The concern is using the sidewalks money for MS4 related maintenance. Todd will review that portion.
- 2. Village of Brewster Town of Southeast Inter-Municipal Agreements (IMAs)
 - 2.1. Code Enforcement Mayor Schoenig motions to enter into the Code Enforcement Officer IMA whereby sharing the cost of a code enforcement officer, Trustee Boissonnault 2nd all in favor 5 to 0.
 - 2.2. Parking Enforcement Mayor Schoenig motions to enter into the Parking enforcement of the Town Parking spaces (Gold Lot & in the vicinity of One Main St.) IMA sharing revenues on a sliding scale over three years, Trustee Stockburger 2nd all in favor 5 to 0.
 - 2.3. Court Security Mayor Schoenig motions to enter into the Southeast Town Court Security IMA whereby Village Police Officers will be assigned at a favorable rate to the Town for Court Security, Trustee Stockburger 2nd all in favor 5 to 0.
- 3. Year-To-Date Budget comparison report Basically still on target. Some lines over some under. Request for budget line transfers.
- 4. Budget transfers Trustee Stockburger motions to authorize the budget transfers as listed, Trustee Bryde 2nd all in favor 5 to 0.

		Original Budget	Adjustment	Revised Budget	Transferred From
A: General Fund Contingency					Beginning Contingency Balance
Bldg Ops Capital	A.1620.200	\$ 2,250.00	\$ 2,885.00	\$ 5,135.00	Contingency
Parking Clerk Contractual	A.1720.410	\$ 600.00	\$ 1,200.00	\$ 1,800.00	Contingency
Tax Certiorari	A.1930.400	\$ -	\$ 13,007.08	\$ 13,007.08	Contingency
Urban Renewal	A.8684.400	\$ 15,000.00	\$ 1,833.00	\$ 16,833.00	Contingency
A: General Fund Balance					
					Beginning Balance
Court Addition - Grant	a.1110.200	\$ -	\$ 6,950.00	\$ 6,950.00	Fund Balance
Tree Removal Green Lot	A.1720.400	\$ 5,000.00	\$ 4,600.00	\$ 9,600.00	Fund Balance
NYC DEP Lease Payments	A.1989.410	\$ 96,000.00	\$ 21,794.16	\$ 117,794.16	Fund Balance
A: General Fund					

208 Main HVAC	A.5110.200	\$ -	\$ 2,884.79	\$ 2,884.79	xfer from Truck Capital Accounts
F: Water Fund					
208 Main HVAC	F.8310.200	\$ -	\$ 1,277.31	\$ 1,277.31	xfer from Truck Capital Accounts
New Well control panel	F8320.200	\$ 11,900.00	\$ 5,796.49	\$ 17,696.49	xfer from Truck Capital Accounts
Outside Village Water Expense	F.8340.410	\$ -	\$ 14,128.25	\$ 14,128.25	From Contingency (\$30,000)
G: Sewer Fund					
208 Main HVAC	G.8110.200		\$ 2,027.30	\$ 2,027.30	xfer from Truck Capital Accounts

- 5. Capital Reserve Account Clerk Treasurer requests the Board consider only establishing capital reserve accounts for the Water & Sewer Fund. Leave the General Fund as unreserved balance so the money remains flexible for many purposes. The Board concurs and the attorney will draw up the proper paperwork for Board consideration at a future date.
- 6. Electronic Funds Transfers Request for this capability and capping the transfers at \$1,000 per day. Deputy Mayor Piccini requests a second authorized individual. Deputy Mayor Piccini motions to allow Electronic Funds Transfers by the Clerk-Treasurer and add the Mayor as an authorized user capped at \$1,000 per day, Mayor Schoenig 2nd all in favor 5 to 0.
- 7. December 7th Minutes for Approval Mayor Schoenig motions to approve December 7th minutes, Trustee Stockburger 2nd all in favor 5 to 0.
- 8. Vouchers Payable

	Total Vouchers Payable	\$139,397.66
8.6. <u>TA</u>	Trust & Agency	2,637.52
8.5. H62	Tonetta Brook Retrofit	10,685.83
8.4. H61	Wells Brook Retrofit	29,455.30
8.3. G	Sewer	24,653.48
8.2. F	Water	33,952.94
8.1. A	General	\$38,012.59

Mayor Schoenig motions to approve Vouchers Payable, Trustee Stockburger 2nd all in favor 5 to 0.

- 9. Other Business
 - 9.1. Deputy Mayor Piccini notes we did not receive approval for our MicroEnterprise Grant application and when we receive the official notification we will apply for an exit interview and learn where our application came up short and which areas need attention for improvement. Ms. Piccini notes that there were frequent power outages on the day it was due and the State would not grant an extension so the application was submitted somewhat incomplete with the understanding we would be able to modify the application after the fact. Eventually an extension was granted but there was no way to modify the already submitted application.
 - 9.2. Trustee Bryde wants to pursue the Blackboard Connect emergency notification system with the Town. Councilman Cullen is in contact with the company and is in the process of collecting information from Town residents at which point the Village and Town can work together in setting up the system. The Village will send out requests in the February Sewer Bill. Trustee Bryde asks about the CT MVA status. The first batch received had no useful information. An official agreement has not been received as yet. Trustee Bryde asks about the NYSEG attachment agreement, now that it has been approved, has Trustee Stockburger identified a path forward. Trustee Bryde asks about the status of the temporary seasonal employee nothing new. Trustee Bryde commends the Clerk on the new parade permit application.
 - 9.3. Mayor Schoenig mentions the grant for home improvements was not received.
- 10. New Business
 - 10.1. Deputy Mayor Piccini notes the New York Planning Federation membership offers free training via the internet and also offers on-site training at your local site. Among the topics they offer are Comprehensive Plan and since we are contemplating undertaking a new Comprehensive Plan perhaps we should consider onsite training at a greatly advantageous price. This training would also meet the annual training requirements for the respective boards and the Board of Trustees could also be educated at the same time and perhaps the ad hoc members from the community who have been involved in the past in these undertakings.

- 10.2. Trustee Boissonnault mentions that new signs might be needed for our parking lots because of differing signage among the various governmental agencies. Mayor Schoenig says he has emailed Metro North and is waiting for an answer on language changes. Trustee Boissonnault asks for clearer markings on the streets for traffic flow and parking. Mayor Schoenig notes the DPW Superintendent says that will have to wait until the winter season is over.
- 10.3. Trustee Stockburger motions to hold a Worksession primarily to discuss Urban Renewal Planning on Tuesday January 10th 7:30 PM Village Hall 50 Main Street Brewster, NY 10509, Trustee Bryde 2nd all in favor 5 to 0.
- 10.4. Mayor Schoenig motions to have Jack Gress dispose of the old brackets that are no longer usable, Deputy Mayor Piccini 2nd all in favor 5 to 0.

11. Public Comment

- 11.1. Councilman Cullen asks if we can get together with the Village on the Peaceable Hill Water contract before any more money is expended at the Town district level. Mayor Schoenig says we have a draft contract and need to peg the rates to a specific scale, average, or another marker within the contract.
- 11.2. Jack Gress asks the Board to hold public hearings on Peaceable Hill Water District rates before the next budget goes into effect. Mayor Schoenig says we do not want to negatively affect the current budget year revenue targets. Mr. Gress notes a public hearing could be held with that in mind.
- 11.3. Supervisor Hay notes there are two main considerations. One is the gallon rate where the Village does not invest in out of village infrastructure. Two is to come up with a number before presenting the contract.
- 11.4. Erin Meagher asks about the proposed flags/banners. Perhaps a sign would be a better approach. Trustee Stockburger notes there are 5 or 6 approaches to the Village and that could require 5 or 6 signs but the Board has investigated signage as an alternative. No decisions have been made but the Board is leaning toward banners attached to utility poles with brackets.
- 12. Mayor Schoenig motions to go into Executive Session to discuss personnel and litigation and may take action after the executive session, Deputy Mayor Piccini 2nd all in favor 5 to 0. Mayor Schoenig motions to come out of Executive Session and Resume the regular meeting, Trustee Stockburger 2nd all in favor 5 to 0.
- 13. Deputy Mayor Piccini motions to strike the health insurance policy employee contributions provision as follows; "Retirees who do not have Medicare coverage will pay a fixed 25% of the individual cost of the monthly health insurance premium," Trustee Stockburger 2nd all in favor 5 to 0.
- 14. Mayor Schoenig motions to adjourn, Deputy Mayor Piccini 2nd all in favor 5 to 0.